



To: Holders of the Project Development Information Packet

Date: March 10, 2003

From: Office of Local Systems

Revision No.: 02-2003

Subject: Project Development Information Packet Revision

The Project Development Information Packet (Packet) has been revised. If you are maintaining a hardcopy of the Packet, please update your Packet by removing the old documents and replacing them with the revised documents noted below. To view, print or download the revised documents noted below, click on the document title.

You may wish to keep this revision notice in the "Revision Notices" section of your Packet for future reference. The current versions of all Packet documents are available on the internet at:

http://www.dot.state.ia.us/local_systems/publications/2001_packet/packet_toc.pdf

*** PLEASE NOTIFY ALL AFFECTED PERSONNEL OF THIS CHANGE ***

Document Title Revision Date (Section / Index No.)	Description of Revision(s)
Table of Contents 03-10-03 (Table of Contents)	The table of contents has been modified to show the latest revision dates for the documents listed below.
Critical Path Memorandum for Project Development 03-10-03 (General Information)	<p>Page 1, Critical Path Dates:</p> <ul style="list-style-type: none">• The critical path dates have been updated to include lettings from May 20, 2003 through June 21, 2005.• The Major and Minor type project tables have been combined into one table.• The Project Development Certificate (PDC) date has been moved up to the Thursday prior to when the Districts turn-in final plans to the Office of Contracts. This allows the Districts to mail both the PDC and the local agency plans to the Office of Contracts at the same time. <p>Page 2, Preliminary Plans and Check Plans:</p> <ul style="list-style-type: none">• The transmittal letter that accompanies the preliminary and check plans should include the proposed letting date. In addition, justification for any proposed design exceptions, if not already requested, should be noted in the transmittal letter. Justification for design exceptions may be included in the transmittal letter itself, or as a separate attachment. <p>Page 3, Final Plans:</p> <ul style="list-style-type: none">• The transmittal letter that accompanies the final plans should include the proposed letting date.